



Republic of the Philippines
Department of Education
 DIGOS CITY DIVISION

Office of the Schools Division Superintendent

DIVISION MEMORANDUM

SGOD-2023- 512

To : Assistant Schools Division Superintendent
 Sollie B. Oliver, JD, MATE - Chief ES-SGOD
 Beverly S. Daugdaug - Chief ES-CID
 Eleser D. Mateo – PSDS/Division Testing Coordinator

Subject : **ATTENDANCE IN THE NATIONAL ORIENTATION ON THE
 STANDARDIZED ADMINISTRATION OF VARIOUS ASSESSMENT
 PROGRAMS FOR FISCAL (FY) 2023**

Date : October 27, 2023

Pursuant to the enclosed Memorandum DM-CT-2023-365, s.2023, from the Office of the Undersecretary for Curriculum and Teaching, this Office directs **Mr. Eleser D. Mateo, PSDS, also the Division Testing Coordinator**, to attend the National Orientation on the Standardized Administration of the Various Assessment Programs for FY 2023 – VisMin Cluster on **November 8-10, 2023 at the DepEd EcoTech Center, Lahug, Cebu City.**

The travel itinerary is as follows:

CLUSTER	DAY 0	DAY 1	DAY 2
VisMin	November 8, 2023 First Meal: Breakfast 8:00am	November 9, 2023 Orientation Proper 8:00am to 5:00pm	November 10, 2023 Check Out at 12nn Last Meal - Lunch

Travel and allowable expenses shall be downloaded to the Divisions, and shall be subject to the usual accounting and auditing rules and procedures.

Kindly refer to the attached Memorandum for more details of the activity.

For guidance and compliance.

MELANIE P. ESTACIO
 Assistant Schools Division Superintendent
 Officer-in-Charge
 Office of the Schools Division Superintendent

For and in the absence of the SDS:

DepEd Schools Division of Digos City

RECORDS SECTION

RELEASED
 27-11-2023

DATE: NOV 03 2023 TIME: 1:29 P

Enclosed: As stated.
 SGOD/smm&e/cuy

BASILIO P. MANA-AY, JR., CESO VI
 Asst. Schools Division Superintendent
 Officer-in-Charge



Address: Roxas cor. Lopez Jaena Street, Zone II, Digos City (8002)
 Telephone Nos.: (082) 553-8375; (082) 553-8396



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

MEMORANDUM
DM-CT-2023- 705

TO : REGIONAL DIRECTORS
REGIONAL TESTING COORDINATORS
SCHOOLS DIVISION SUPERINTENDENTS
DIVISION TESTING COORDINATORS

FROM : ALMA RUBY C. TORIO
Assistant Secretary for Curriculum and Teaching
Officer-in-Charge
Office of the Undersecretary for Curriculum and Teaching

SUBJECT : NATIONAL ORIENTATION ON THE STANDARDIZED
ADMINISTRATION OF VARIOUS ASSESSMENT PROGRAMS
FOR FISCAL YEAR (FY) 2023

DATE : October 23, 2023

1. The Department of Education (DepEd), through the Bureau of Education Assessment (BEA), will conduct a **National Orientation on the Standardized Administration of Various Assessment Programs for Fiscal Year (FY) 2023** by cluster with details below:

No.	Cluster	Region	Venue	Schedule
1	Luzon	Regions I, II, III, IV-A, IV-B, V, CAR, NCR	Nueva Vizcaya Teachers' Camp	November 6 to 8, 2023 (Inclusive of travel dates)
2	Visayas and Mindanao (VisMin)	Regions VI, VII, VIII, IX, X, XI, XII, BARMM, Caraga	DepEd Ecotech Center, Lahug, Cebu City	November 8 to 10, 2023 (Inclusive of travel dates)

2. The following assessment programs shall be discussed in the said orientation:
- Early Language, Literacy, and Numeracy Assessment (ELLNA)
 - National Achievement Test for Grade 6 (NATG6)
 - Special Philippine Educational Placement Test (PEPT)
 - Qualifying Examination in Arabic Language and Islamic Studies (QEALIS)



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



DepEd Philippines



@depedphilippines



@DepEd_PH



www.deped.gov.ph



Republic of the Philippines
Department of Education

OFFICE OF THE UNDERSECRETARY FOR CURRICULUM AND TEACHING

The orientation will cover the test administration guidelines and procedure, security of test materials, delivery and retrieval scheme, allocation of test materials, and financial matters relative to the test administration. Also, the specific dates of test administration shall be announced in a separate memorandum.

3. One (1) Regional Testing Coordinator (RTC) from each Regional Office and one (1) Division Testing Coordinator (DTC) from each Schools Division Office are expected to attend the orientation strictly following the schedule per cluster. No additional participants shall be accommodated due to funding restrictions.
4. The ELLNA shall be administered to all Grade 4 learners in public schools, while the NATG6 shall be administered to select Grade 7 learners in public and private schools. In relation to this, the DTCs shall submit to BEA the actual enrollment of Grade 4 public school learners and Grade 7 public and private school learners for School Year 2023-2024 as of September 30, 2023. The Excel template for the enrollment data can be downloaded from <http://bit.ly/ELLNANATG62023>. The data submission shall be done on or before **October 27, 2023** through this link <https://bit.ly/EnrollmentDataELLNAandNATG62023>.
5. The participants must attend only on the schedule and venue where their respective regions are clustered. Orientation proper will start at exactly 8:00 a.m.
6. The travel itinerary of the participants is as follows:

No.	Cluster	Day 0 (Travel)	Day 1	Day 2
1	Luzon	November 6, 2023 First Meal-Breakfast 8:00 a.m.	November 7, 2023 Orientation Proper 8:00 a.m. to 5:00 p.m.	November 8, 2023 Check out at 12:00 nn Last Meal-Lunch
2	VisMin	November 8, 2023 First Meal-Breakfast 8:00 a.m.	November 9, 2023 Orientation Proper 8:00 a.m. to 5:00 p.m.	November 10, 2023 Check out at 12:00 nn Last Meal-Lunch

7. Travel expenses and allowable expenses shall be downloaded to regions and divisions except BARMM.

Copy Furnished:

Atty. Revsee A. Escobedo, Undersecretary for Governance and Field Operations



1/F Bonifacio Building, DepEd Complex, Meralco Avenue, Pasig City
 Direct Line: (632) 8633-7202/8687-4146 E-mail: ouci@deped.gov.ph



DepEd Philippines



@depedphilippines



@DepEd_PH



www.deped.gov.ph